

# HISTORIC PRESERVATION COMMISSION

## Minutes

Wednesday February 25, 2015

6:00 pm

City Hall, One Batavia City Centre, Batavia NY

**Members Present:** *Ashley Bateman, Sharon Burkel, Teresa Siverling*

**Others Present:** Joan Barton, Henry Emmans, Paul Schulte, Ron Panek – Code Enforcement Officer, Janice Smith – Recording Secretary

### I. Call to order:

The meeting was opened at 6:02 pm by Ashley Bateman.

### II. Approval of minutes: Postponed to March Meeting

### III. Public Hearing: None

### IV. Communications sent and received:

- A. Ms. Barton stated that she had been contacted by Officer Eric Hill who was asking for old photos of the police station, 10 West Main Street. It was recommended that Mr. Hill contact Mr. Barnes, the City Historian.

### V. Old Business

- A. **123-125 Jackson Street – side porch repairs.** Ms. Bateman stated that HPC will be contacting Mr. Stoddard at the end of the summer to set up a time when he will address the rest of the Historic Preservation code violations. Mr. Panek stated that the plywood is one of the items that needs to be addressed. The commission members discussed that they should be a unified front when addressing property owners.

### VI. New Business

- A. **Ross Street – Historic District.** Ms. Bateman asked if Ross Street and James Street were historic districts, because when asked, City employees did not know this to be true. Ms. Barton and Ms. Burkel explained that both areas were designated as historic districts. Mr. Panek explained that they were not listed on the zoning map. Ms. Bateman stated that she would look into this. While discussing the historic districts, Ms. Barton explained that the Historic Overlay district is called the Court Street district on the national registry.
- B. **Welcome Letter.** Ms. Bateman asked if there was a welcome letter form that was sent out to a homeowner when they buy a historic property. It was reported that there is not. Ms. Bateman stated she would make a letter.
- C. **Training/Workshops for Spring 2015.** Go Art is having a free workshop March 24<sup>th</sup> from 6-9pm. The Landmark Society State Conference is also having a workshop April 16<sup>th</sup> - 18<sup>th</sup> in Geneva, NY.
- D. **Raise Public Awareness – ideas.** Ms. Bateman asked the commission to come up with ideas for Public Awareness. She stated that National Preservation Month is in May. Ms. Barton said that she would like to see a tour of the historic houses on the south side of the city.

- E. Pictures of Historic Properties.** Ms. Bateman stated that she would like to have pictures taken of all the historic properties to keep on file. She asked if the commission would be willing to help her in May. She will add it to the Agenda for April.
- F. Thank you to Joan Barton.** Ms. Burkel said that she and the commission wanted to thank Ms. Barton for her wonderful service as the commission's Chair.

**VII. Adjournment:**

**Motion by: Teresa Siverling**

Motion was made to close the meeting at 7:46 pm.

Seconded by: Sharon Burkel

Vote for: 3

Vote against: 0

**Respectfully Submitted,**



**Janice Smith**